



**Jointly Held
Finance/Personnel and Planning Committees
Meeting Minutes**

May 21, 2024

Members Present: Al Fullenkamp, Acting Chair
Sharon Hairston
John A. Lumpkin, Jr.
Belinda Matthews-Stenson (arrived at 8:38 a.m.)
Grady Mullins
Thomas Weckesser
David P. Williamson

Excused: Nikol Miller
Sharon D. White

Staff in Attendance: Bob Ruzinsky
Daron Brown
Roland Caldwell
Chris Conard, Coolidge Wall
Deborah Howard
Brandon Policicchio
Mary K. Stanforth

Mr. Fullenkamp called the meeting to order at 8:36 a.m. and roll call was taken:

Roll Call

Mr. Fullenkamp -	Yes
Ms. Hairston -	Yes
Mr. Lumpkin	Yes
Ms. Matthews-Stenson -	Excused
Ms. Miller -	Excused
Mr. Mullins -	Yes
Mr. Weckesser -	Yes
Ms. White -	Excused
Mr. Williamson -	Yes

A quorum was present, and proper notice of the meeting had been given.

Ms. Matthews-Stenson arrived at 8:38 a.m.

Approval of March 19, 2024 Jointly Held Finance/Personnel and Planning Committees Meeting Minutes

Mr. Fullenkamp asked if attendees request a reading of the minutes or have corrections to the minutes?

Upon hearing no requests or corrections, Mr. Fullenkamp DECLARED the March 19, 2024 minutes are APPROVED as presented.

Board Action Items

Action Item #2 – Gate and Fence Replacement

Mr. Brown stated the purpose of this procurement is to select a contractor to partner with Greater Dayton Regional Transit Authority (RTA) for the replacement of gates and fencing at the 600 Longworth Street location.

This project involves:

- The replacement of two (2) slide gates and gate operators at the Perry Street entrance and the Longworth Street exit.
- The replacement of two (2) additional gates in the Receiving area, one of which is a manual gate, and one will have a gate operator.
- The removal of the existing fencing and installation of about 162 feet of new fencing.

This procurement supports RTA’s core value of Safety by improving our facilities and providing a secure work environment for employees. This procurement also supports our core value of Stewardship by assuring the security of RTA property and assets.

Sealed bids for the Gate and Fence Replacement Project were solicited through the Dayton Daily News, Dayton Weekly News, and Transit Talent. Invitations for Bid were sent to 14 firms.

At 10:00 a.m., on April 25, 2024, two (2) bids were received and publicly opened. The results were as follows:

Bidder	Allied Fence Builders Dayton, OH	Security Fence Group Cincinnati, OH
Total Materials	\$ 256,890	\$ 306,449
Total Labor	129,410	111,535
Base Bid Total	\$ 386,300	\$ 417,984

MOTION made by Ms. Matthews-Stenson and SECONDED by Ms. Hairston that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees an AWARD to Allied Fence Builders in the amount of \$386,300 plus a 15% contingency of \$57,945 for any unknown costs, totaling \$444,245 for the replacement of the gates and fencing at the 600 Longworth Street location.

The MOTION was APPROVED by voice vote 7-0.

Action Item #3 – Life Insurance

Mr. Policicchio stated the purpose of this procurement is to obtain coverage for Life Insurance for full-time non-union employees, full-time hourly employees represented by the American Federation of

State, County and Municipal Employees (AFSCME), and full-time employees represented by the Amalgamated Transit Union (ATU).

RTA will purchase term life insurance for all full-time employees, and employees have the option of purchasing additional coverage at their own expense.

This is in accordance with our Core Value, Stewardship, where we manage our time, talent, and resources efficiently and responsibly.

Proposals for Life Insurance were solicited through the Dayton Daily News, Dayton Weekly News, and Transit Talent. Requests for proposals were sent to 24 firms.

At 10:00 a.m. on April 9, 2024, three (3) proposals were received. The results are as follows:

Employer Paid Basic Life

Firm	Annualized*	Term	Total
Hartford Life & Accident Insurance Co. Hartford, CT	\$37,279.68	Three Years	\$111,839.04
Ochs, Inc./Minnesota Life St. Paul, MN	**	**	**
Metropolitan Life Insurance Co. New York, NY	**	**	**

Optional Employee Paid Supplemental Life

Firm	Annualized*	Term	Total
Hartford Life & Accident Insurance Co.	\$91,111.08	Three Years	\$273,333.24
Ochs, Inc./Minnesota Life	**	**	**
Metropolitan Life Insurance Co.	**	**	**

*Annualized estimates are based on the census at the time of Request for Proposal release.

**FTA requires only the successful Proposer's pricing to be publicly disclosed.

Life Insurance is funded through RTA's operating budget.

MOTION made by Ms. Matthews-Stenson and SECONDED Mr. Weckesser that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to Hartford Life & Accident Insurance Company for a three (3) year period for Life Insurance, with an estimated cost of \$128,391 per year for a total cost of \$385,172. Annualized estimates are based on the census at the time of the Request for Proposal release.

The MOTION was APPROVED by voice vote 7-0.

Action Item #4 - Long-Term Disability Insurance

Mr. Policicchio stated the purpose of the procurement is to obtain coverage for Long-Term Disability Insurance for full-time non-union employees, full-time hourly employees represented by AFSCME, and full-time employees represented by the ATU. This project is consistent with RTA’s Core Value, Stewardship, where we manage our time, talent, and resources efficiently and responsibly.

The Long-Term Disability (LTD) coverage currently provides a minimum benefit of \$50 up to a maximum of \$7,500 per month to all eligible full-time employees. This LTD coverage is contributory and is an optional benefit. Employees choosing this benefit will contribute a percentage of the monthly premium cost per their respective contracts. The successful contractor will be responsible for processing all claims, providing claims reports, plan documents, all necessary communication materials, and all administrative materials and supplies.

Proposals for Long-Term Disability Insurance were solicited through the Dayton Daily News, Dayton Weekly News, and Transit Talent. Requests for proposals were sent to 21 firms.

At 10:00 a.m. on April 2, 2024, three (3) proposals were received. The results are as follows:

Firm	Annualized*	Term Two Years	Option Year	Total
Hartford Life & Accident Insurance Co. Hartford, CT	\$235,256.76	\$470,513.52	235,256.76	\$705,770.28
Metropolitan Life Insurance Company New York, NY	**	**	**	**
Ochs (Madison Natl. Life Ins. Co., Inc.) St. Paul, MN	**	**	**	**

*The annualized estimate is based on the census taken during the Request for Proposal.

**FTA requires only the successful Proposer’s pricing to be publicly disclosed.

This project is being funded through RTA’s operating budget.

MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Lumpkin that the Finance/Personnel and Planning Committees RECOMMEND to the Board of Trustees a contract AWARD to Hartford Life & Accident Insurance Co. for a two (2) year period for Long-Term Disability Insurance at an estimated annual cost of \$235,257, totaling \$470,514 plus an option year at an estimated annual cost of \$235,257 for a total of \$705,771.

The MOTION was APPROVED by voice vote 7-0.

Customer and Business Development Update

Mr. Policicchio stated the Customer and Business Development Department update was provided in today’s meeting packet.

Ridership and Public Hearing Update

Mr. Policicchio shared that ridership showed no change in April when compared to 2023. He explained the most recent service changes at the end of May included expanding services to meet the changing needs of RTA customers. Mr. Policicchio also shared feedback received at RTA’s recent public hearings for proposed fare changes.

March 2024 Financial Report

Ms. Stanforth stated the March 2024 Financial Report was provided in today’s meeting packet. Total revenue is \$316 thousand over budget due to slightly higher passenger fares. Total expenses are \$282 thousand under budget due to lower services, materials & supplies and miscellaneous costs. Those positive variances are offset by higher employee wages, paid absences and purchased transportation costs. RTA’s service loss is \$1.57 million after the first quarter, which compares to a budgeted service loss of \$2.35 million. The overall financial result tracks favorably compared to budget.

Small Purchasing Information

Ms. Howard stated the Small Purchasing Information was included in today’s meeting packet. There were no questions regarding small purchases.

CEO Update

Mr. Ruzinsky provided an update on a recent joint management meeting with the ATU. An update was also provided regarding Dayton Public Schools.

Request for Executive Session

MOTION made by Mr. Lumpkin and SECONDED by Mr. Williamson to RECESS into Executive Session for the purpose of discussing personnel matters/the Chief Executive Officer’s contract.

Roll Call

- Mr. Fullenkamp - Yes
- Ms. Hairston - Yes
- Mr. Lumpkin Yes
- Ms. Matthews-Stenson - Yes
- Ms. Miller - Excused
- Mr. Mullins - Yes
- Mr. Weckesser - Yes
- Ms. White - Excused
- Mr. Williamson - Yes

The MOTION was APPROVED 7-0. The Meeting RECESSED into Executive Session at 9:08 a.m.

Reconvene to Regular Session

MOTION made by Mr. Williamson and SECONDED by Ms. Hairston to RECONVENE into Regular Session.

Roll Call

- Mr. Fullenkamp - Yes
- Ms. Hairston - Yes
- Mr. Lumpkin Yes
- Ms. Matthews-Stenson - Yes
- Ms. Miller - Excused
- Mr. Mullins - Yes

Mr. Weckesser - Yes
Ms. White - Excused
Mr. Williamson - Yes

The MOTION was APPROVED 7-0.

The regular meeting RECONVENED at 10:03 a.m.

Next Meeting

The upcoming jointly held Finance/Personnel and Planning Committees meetings are scheduled for June 18 (optional) and July 16, 2024.

Adjournment

With no further business, MOTION made by Ms. Matthews-Stenson and SECONDED by Mr. Weckesser to ADJOURN the meeting.

The MOTION was APPROVED by voice vote 7-0.

The meeting ADJOURNED at 10:04 a.m.

ATTEST



Al Fullenkamp, Acting Chair



Mary K. Stanforth, Committee Secretary